

# **Qualifications for Safe Driving Certificates and Lapel Pins**

## **TO QUALIFY FOR A CERTIFICATE:**

1. Employee must have operated a State-owned vehicle for one year, driving a minimum of 11,000 official miles without a chargeable accident or moving violation.
2. Employee must have completed an approved driver's training course within the past three years.

## **TO QUALIFY FOR LAPEL PINS (In 5-Year Increments):**

1. Employee must have operated State-owned vehicle without a chargeable accident or moving violation for a period of five consecutive years, driving a minimum of 300 miles each of the five years.
2. Employee must have completed an approved driver's training course within the past three years.
3. Employee must not have any accumulated points on his/her motor vehicle record at the time of consideration for the award.

Return forms to:

General Services Division  
State Fleet Management  
140 Stoneridge Drive, Suite 650  
Columbia, SC 29210-8257

## Safety Certificates and Pins for 2006

For certificates, check the box. For lapel pins, check the box and give the number of years. The pins are given in five-year increments.

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